



Choose Green Bay – It's All Here!!

Human Resources
City of Green Bay

To: City of Green Bay (Employees and Retirees)

From: Jill Christensen, Benefits Specialist

Re: Transition from Benefit Advantage to Total Administrative Services Corp. (TASC)

Your benefits are important to you and your dependents. That's why we make it a priority to reach out when we are made aware of changes that could affect you.

Currently, we partner with Benefit Advantage as our flexible spending account (FSA), personal benefit account (PBA) and Retiree Reimbursement Escrow vendor. In the past year, Benefit Advantage was acquired by Total Administrative Services Corp (TASC), however the City of Green Bay's transition to the TASC platform will occur in November of 2020.

As part of this transition, those enrolled in the program should expect to receive a number of communications from TASC. You should expect the following:

- **Intro message:** TASC will reach out to introduce themselves and explain the transition process.
- **Universal Benefit Account:** TASC will reach out to announce their Universal Benefit Account and further explain the transition process.
- **Transition Official:** TASC will communicate to you explain the logistics of the transition, describe how to leverage their tools, and provide a go-live timeline.

During this transition you will receive a TASC card (benny card) mailed to your home in a plain white envelope, communications via email (or mail if no email on file) and processing similar to what you experience today.

The City of Green Bay will be providing additional education in regard to this transition which will be posted on our intranet site.

If you have any questions or concerns about this transition, please feel free to reach out to Human Resources.